

Access to Records

All official records shall be made available within guidelines established under the Freedom of Information Act. Persons desiring copies of records shall make the request to the Clerk of the Board. The request shall designate the requested records with reasonable specificity. Persons desiring copies shall pay 25 cents per page to the school board at the time the copies are received. The person who receives the copied records is to be given a receipt.

Editor's Note

See also school board policy #2-3.

Legal Reference - Code of Va., §22.1-342, Virginia Freedom of Information Act, Official records to be open to inspection; procedure for requesting records and responding to request; charges; exceptions to application of chapter.

Amended by School Board: February 12, 1991